



United States
Department of
Agriculture

Farmers
Home
Administration

Washington
D.C.
20250

FmHA AN No. 1316 (2006)

January 2, 1986

SUBJECT: Inventory Property

TO: All State Directors, FmHA

Purpose/Intended Outcome:

The Statistics and Reports Branch (SRB) of the Financial and Productivity Analysis Division (FPAD) is requesting that all County Offices emphasize the need for accuracy in preparing "inventory property data" as reported on the County Office Operating Report (COOR).

As the numbers of properties in inventory have increased, there has also been an increase in requests from outside agencies and Congress for that data. FmHA needs to ensure that data is as accurate as possible.

Implementation Responsibilities:

In order to verify the accuracy of our data, the COOR data were analyzed for Fiscal Year 1985 and compared to surveys of State Office data.

The results of the analyses and surveys indicate that inventory property data reported on the COORS could be improved and that the following primary problems exist:

1. Calculations of the number of properties from the previous month to the current month are often incorrect.
2. Acquisitions and sales are either not being reported or are not being reported in accordance with the User's Manual on Field Office Operating Reports.
3. Present market value is not being rounded to the nearest thousand.
4. Non-reporting results in incomplete data. For example, nationwide in FY 1985, there were 1,060 monthly COOR reports that were not submitted.

These issues were addressed in State Office training conducted by FPAD in August and September. Each State Office participant was given COOR and District Office Operating Report (DOOR) "checklists" which explained, in detail, the primary reporting errors and how they can be avoided.

Expiration Date: January 31, 1987

Filing Instructions:

Preceding FmHA Instruction 2006-J



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State Directors

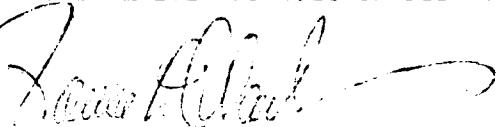
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We have attached a sample calculation and a blank copy of the page from the COOR checklist which details how to report accurate inventory property data. Please ensure that all counties review this document and make an additional effort to report more accurate inventory property data.

In addition, the checklists received by the States in the recent training sessions should be distributed to each County and District Office with an emphasis toward their use in preparing all COOR/DOOR reports.

FPAD will perform another error analysis in the near future to reassess our inventory data and its accuracy.

Any office that needs clarification or assistance should contact the FPAD staff on 202-475-4618 or FTS 475-4618.



VANCE L. CLARK
Administrator

Attachments

SAMPLE FARM PROPERTY CALCULATION

12. INVENTORY PROPERTY (ITEMS 43-48)

The following formula will assist you in accurately reporting inventory property:

1. Total from previous period 46a. 1
46b. 1 } = 2
2. Plus acquisitions from current period 43a. 1
43b. 1 } = + 2
43c. _____
3. Minus sales from current period 44a. 1
44b. _____ } = - 1
44c. _____
4. Equals total number of properties in inventory at the end of the current period. This total should be spread, as appropriate, in Item 46a. and/or 46b. = 3

INVENTORY PROPERTY				06	85
Office Level	State No	District No	County No	Month	Year
43. Properties Acquired During Period by:				Total FP Farm Properties	Total FP Non-Farm Properties
a. Voluntary Conveyance					
b. Foreclosure Initiated by FmHA					
c. Foreclosure Initiated by Other Lenders					
44. # Properties Sold During Period by:					
a. Cash Sales					
b. Eligible Terms					
c. Ineligible Terms					
45. # Properties Leased				1	
46. # Properties in Inventory (End of Period)					
a. Suitable Properties				1	5
b. Unsuitable (RH) or Surplus (FP)				1	2
47. # Acres in Inventory (End of Period)				125	1
48. Present Market Value of Inventory (\$000) (End of Period)				140	40

INVENTORY PROPERTY				07	85
Office Level	State No	District No	County No	Month	Year
43. Properties Acquired During Period by:				Total FP Farm Properties	Total FP Non-Farm Properties
a. Voluntary Conveyance				1	1
b. Foreclosure Initiated by FmHA				1	2
c. Foreclosure Initiated by Other Lenders					
44. # Properties Sold During Period by:					
a. Cash Sales				1	1
b. Eligible Terms					
c. Ineligible Terms					
45. # Properties Leased				2	
46. # Properties in Inventory (End of Period)					
a. Suitable Properties				2	6
b. Unsuitable (RH) or Surplus (FP)				1	2
47. # Acres in Inventory (End of Period)				270	1
48. Present Market Value of Inventory (\$000) (End of Period)				290	35

If you are reporting inventory property (Item 46 a and/or 46b), check to make sure that the following items are also reported:

1. For farm and nonfarm properties

- Item 47 (Acres in Inventory)
Round to nearest whole number
- Item 48 (Present Market Value)
Round to nearest thousand

2. For RH properties

- Item 48 (Present Market Value)
Round to nearest thousand

NOTE: Item 45 (Properties Leased) is a subset of Item 46 and can never be greater than the total of 46 a and b.

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12. INVENTORY PROPERTY (ITEMS 43-48)

The following formula will assist you in accurately reporting inventory property:

1. Total from previous period 46a. _____ } = _____
- 46b. _____ } = _____
2. Plus acquisitions from current period 43a. _____ } = + _____
- 43b. _____ } = + _____
- 43c. _____ } = + _____
3. Minus sales from current period 44a. _____ } = - _____
- 44b. _____ } = - _____
- 44c. _____ } = - _____
4. Equals total number of properties in inventory at the end of the current period. This total should be spread, as appropriate, in Item 46a. and/or 46b.

If you are reporting inventory property (Item 46 a and/or 46b), check to make sure that the following items are also reported:

1. For farm and nonfarm properties

- Item 47 (Acres in Inventory)
Round to nearest whole number
- Item 48 (Present Market Value)
Round to nearest thousand

2. For RH properties

- Item 48 (Present Market Value)
Round to nearest thousand

NOTE: Item 45 (Properties Leased) is a subset of Item 46 and can never be greater than the total of 46 a and b.

INVENTORY PROPERTY				Month Year		
Office Level	State No.	District No.	County No.	Total FP Farm Properties	Total FP Non-Farm Properties	Total RH Properties
43. Properties Acquired During Period by:						
a. Voluntary Conveyance						
b. Foreclosure Initiated by FmHA						
c. Foreclosure Initiated by Other Lenders						
44. # Properties Sold During Period by:						
a. Cash Sales						
b. Eligible Terms						
c. Ineligible Terms						
45. # Properties Leased				1		
46. # Properties in Inventory (End of Period)						
a. Suitable Properties				1	1	5
b. Unsuitable (RH) or Surplus (FP)				1		2
47. # Acres in Inventory (End of Period)				125	1	126
48. Present Market Value of Inventory (\$000) (End of Period)				140	40	196

INVENTORY PROPERTY				Month Year		
Office Level	State No.	District No.	County No.	Total FP Farm Properties	Total FP Non-Farm Properties	Total RH Properties
43. Properties Acquired During Period by:						
a. Voluntary Conveyance				1	1	2
b. Foreclosure Initiated by FmHA				1		
c. Foreclosure Initiated by Other Lenders						
44. # Properties Sold During Period by:						
a. Cash Sales				1	1	1
b. Eligible Terms						
c. Ineligible Terms						
45. # Properties Leased				2		
46. # Properties in Inventory (End of Period)						
a. Suitable Properties				2	1	6
b. Unsuitable (RH) or Surplus (FP)				1		2
47. # Acres in Inventory (End of Period)				270	1	271
48. Present Market Value of Inventory (\$000) (End of Period)				290	35	220

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